

**REAL ESTATE APPRAISERS APPLICATION ADVISORY COMMITTEE
MINUTES
February 16, 2005**

PRESENT: James Coutts, Lynn Gregorash, Karen Scott, Linda Verbecken, Steve Vitale, Rick Vozar, and Ursula Volk, Marla Britton

STAFF PRESENT: Jerry Lowrie, Bureau Director; Ruby Jefferson-Moore, Legal Counsel; PJ Monson

CALL TO ORDER

Karen Scott, Chair, called the meeting to order at 1:00 p.m. A quorum of eight members was present.

ADOPTION OF AGENDA

MOTION: Ursula Volk moved, seconded by Steven Vitale, to approve the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES JANUARY 26, 2005

MOTION: Linda Verbecken moved, seconded by Rick Vozar, to approve the minutes of January 26, 2005 as written. Motion carried unanimously.

COMMITTEE ROSTER

Change James Coutts' e-mail added to read: J.Coutts@charterinternet.net.
Change Linda Verbecken's address to: 3174 South 12th Street.
Change Rick Vozar's e-mail to read: Pvozar@vozarappraisal.com.
Change Lynn Gregorash's e-mail to read: risngsun@lakeland.ws.

**DISCUSSION AND REVIEW OF APPLICATION MATERIAL AND
DOCUMENTATION OF EXPERIENCE**

PJ Monson informed the Committee that she is looking for certain criteria when evaluating credentials. For Certified General – 3 reports are required – with all three approaches and should be Narrative. For Certified Residential – 3 reports – 1 report with departure, 1 report with all three 3 approaches. All should also be within the last 18 – 24 months.

Ms. Monson also brought up the issue of time that should elapse before one can reapply after denial. It was advised by legal counsel that the applicant has the right to reapply immediately following denial and should not have to wait a period of time before reapplying.

**DISCUSSION AND APPROVAL OF APPROPRIATE APPRAISAL STANDARDS
TO BE USED IN THE REVIEW PROCESS
UNIFORM STANDARDS OF PROFESSIONAL APPRAISAL PRACTICE
(USPAP)**

No discussion.

CLOSED SESSION

MOTION: Rick Vozar moved, seconded by James Coutts, to convene to Closed Session to consider licensure or certification of individuals pursuant to s. 19.85(1)(b), Stats., and to consider individual histories pursuant to s. 19.85(1)(f), Stats. Roll Call Vote: James Coutts-yes; Lynn Gregorash-yes; Linda Verbecken-yes; Steve Vitale-yes; Ursula Volk-yes; Rick Vozar-yes; Marla Britton-yes; Karen Scott-yes. Motion carried unanimously.

Open Session recessed at 1:35 p.m.

The Committee reviewed and considered the appraisal experience and appraisal reports of applicants applying for licensure.

RECONVENE TO OPEN SESSION

MOTION: Steven Vitale moved, seconded by Rick Vozar, to reconvene into Open Session at 4:05 p.m. Motion carried unanimously.

**VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED
SESSION, IF VOTING IS APPROPRIATE**

APPRAISAL REPORTS REVIEWED ON February 16, 2005

WEISS, BEN

MOTION: Marla Britton moved, seconded by Ursula Volk, to recommend that the Department approve **Ben Weiss's** appraisal reports subject to receipt of one additional report that complies with the concerns noted by the reviewer. Motion carried unanimously.

MCBRAYER, MIKE

MOTION: Lynn Gregorash moved, seconded by James Coutts, to recommend that the Department accepts **Mike McBrayer's** appraisal reports as submitted with a coaching comment. Motion carried unanimously.

GUERNSEY, IRVING

MOTION: Linda Verbecken moved, seconded by Rick Vozar, to recommend that the Department require more explanation on one report and requires another report that complies with USPAP. Motion carried unanimously.

KRIEWALDT, ROBERT

MOTION: Linda Verbecken moved, seconded by Ursula Volk, to recommend that the Department require more explanation on one report and requires another report that complies with USPAP. Motion carried unanimously

KELLY, PATRICK

MOTION: Steve Vitale moved, seconded by Rick Vozar, to recommend that the Department accept **Patrick Kelly's** appraisal reports as submitted with coaching comments. Motion carried unanimously.

PAWELSKI, JOHN

MOTION: James Coutts moved, seconded by Lynn Gregorash, to recommend that the Department accept **John Pawelski's** appraisal reports as submitted. Motion carried unanimously.

WEBSTER, PETER

MOTION: Linda Verbecken moved, seconded by Steven Vitale, to recommend that the Department deny **Peter Webster's** appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

WALLACE, LONNY

MOTION: Marla Britton moved, seconded by Linda Verbecken, to recommend that the Department accept **Lonny Wallace's** appraisal reports as submitted with a coaching comment included that her scope of work statement should be tailored to the individual properties. Motion carried unanimously.

SMITH, LEO

MOTION: Ursula Volk moved, seconded by Marla Britton, to recommend that the Department accept **Leo Smith's** appraisal reports as submitted with a coaching comment. Motion carried unanimously.

SPANOS, BRIAN

MOTION: James Coutts moved, seconded by Lynn Gregorash, to recommend that the Department accept **Brian Spanos'** appraisal reports as submitted with the submission of a new construction company. Motion carried unanimously.

PORCARO, DENNIS

MOTION: Steve Vitale moved, seconded by Lynn Gregorash, to recommend that the Department accept **Dennis Porcaro's** appraisal reports as submitted. Motion carried unanimously.

RYAN, JOSEPH M

MOTION: James Coutts moved, seconded by Rick Vozar, to recommend that the Department accept **Joseph Ryan's** appraisal reports as submitted. Motion carried unanimously.

ROSEN, SUSAN

MOTION: Marla Britton moved, seconded by Steve Vitale, to recommend to the Department to deny **Susan Rosen's** appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

CATALANO, JOHN

MOTION: Lynn Greogash moved, seconded by Steve Vitale, to recommend that the Department accept **Joseph Valentine's** appraisal reports as submitted. Motion carried unanimously.

RUNKLE, MATTHEW

MOTION: Steve Vitale moved, seconded by James Coutts, to recommend that the Department request **Matthew Runkle** supply a small income sample with coaching comments. Motion carried unanimously.

POST, PETER

MOTION: James Coutts moved, seconded by Rick Vozar, to recommend that the Department accept **Peter Post's** appraisal reports as submitted with coaching comments. Motion carried unanimously.

STEELE, MICHAEL

MOTION: Marla Britton moved, seconded by Lynn Gregorash, to recommend that the Department accept **Michael Steele's** appraisal reports as submitted with coaching comments. Motion carried unanimously.

FUNCK, DAVID

MOTION: Lynn Gregorash moved, seconded by Ursula Volk, to recommend that the Department accept **David Funk's** appraisal reports as submitted with coaching comments. Motion carried unanimously.

BRICH, KATHY

MOTION: Linda Verbecken moved, seconded by Ursula Volk, to recommend that the Department accept **Kathy Brich's** appraisal reports as submitted with coaching comments. Motion carried unanimously.

VAN VONDEREN, LARRY

MOTION: Ursula Volk moved, seconded by Steve Vitale, to recommend to the Department to deny **Larry Van Vonderen's** appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

STAUFF, CORY

MOTION: Steve Vitale moved, seconded by Linda Verbecken, to recommend that the Department accept **Cory Stauff's** appraisal reports as submitted. Motion carried unanimously.

MARTIN, JOHN

MOTION: Rick Vozar moved, seconded by Linda Verbecken, to recommend that the Department accept **John Martin's** appraisal reports provided one new report is submitted with coaching comments. Motion carried unanimously.

FLAHERTY, JOSEPH

MOTION: Rick Vozar moved, seconded by Marla Britton, to recommend that the Department accept **Joseph Flaherty's** appraisal reports as submitted. Motion carried unanimously.

VALENTIN, NELIDA

MOTION: Steve Vitale moved, seconded by Ursula Volk, to recommend that the Department accept **Nelida Valentin's** appraisal reports as submitted with one additional report and coaching comments. Motion carried unanimously.

GOHEEN, BEN

MOTION: Lynn Gregorash moved, seconded by Linda Verbecken to recommend to the Department to request one additional report from **Ben Goheen** and to supply coaching. Motion carried unanimously.

SULLIVAN, PATRICK

MOTION: Jaimes Coutts moved, Steve Vitale seconded to recommend to the Department that it request one new report from **Patrick Sullivan** that complies with the scope of intended user. Motion carried unanimously.

DOLAN, JAMES

MOTION: Rick Vozar moved, seconded by Ursula Volk, to recommend that the Department accept **James Dolan's** appraisal reports as submitted. Motion carried unanimously

ADAMS, TODD

MOTION: Marla Britton moved, seconded by Linda Verbecken to deny **Todd Adam's** appraisal reports as submitted because the reports do not comply with USPAP. Motion carried unanimously.

VISITORS COMMENTS

None.

ADJOURNMENT

MOTION: James Coutts moved, seconded by Ursula Volk, to adjourn the meeting at 4:35 p.m. Motion carried unanimously.

Suggested Agenda Items

- Discussion of the WTSC in-service